Liaison Council on Certification for the

Surgical Technologists (LCC-ST®)

DANTES Test Centers' Authorization   The LCC-ST® authorizes military installations with DANTES test centers to administer the LCC-ST® certification examination for Surgical Technologists. DANTES test centers must test on approved dates <u>only</u>.

Background   The LCC-ST® was established in 1974 as the certifying agency for surgical technologists. Separately incorporated in May 1992, LCC-ST® is solely responsible for all policy decisions regarding the certification of surgical technologists

The LCC-ST Board of Directors is composed of three Certified Surgical Technologists® (CST®s), one CST/Certified First Assistant® (CST/CFA®), two public members, and one representative each from the three disciplines of surgery, nursing, and health care administration.

LCC-ST® Recognition   The purpose of the LCC-ST® is to determine through examination that surgical technologists have acquired both a theoretical and practical knowledge of surgical technology. The CST and the CST/CFA certification programs have been reviewed and granted accreditation by the National Commission for Certifying Agencies (NCCA).

Description

Examinations   The Surgical Technologists (ST) certification examination consists of 225 multiple-choice questions and 25 pre-test questions, totaling 250 questions to be completed in four hours.

Description, Continued

Content Areas   The chart below indicates the examination content areas with the approximate question percentages:

Section	Surgical Technologist Examination Content Areas	Question Percentages
I	Fundamental Knowledge	30
II	Preoperative Preparation	25
III	Intra-operative and Post-operative Procedures	45
	Total	100

Section I Fundamental Knowledge Areas   The contents of the **Fundamental Knowledge** area are:

Surgical Technologist Examination
I. Fundamental Knowledge
A. Basic Sciences
1. Terminology • Word parts • Abbreviations • Non-surgical definitions
2. Anatomy and Physiology • Integumentary • Skeletal • Muscular • Nervous • Special sense organs • Circulatory • Respiratory • Digestive • Urinary • Reproductive • Endocrine • Reticuloendothelial

Description, Continued

Fundamental Knowledge Areas (Continued)

Surgical Technologist Examination
I. Fundamental Knowledge
A. Basic Sciences (Continued)
3. Microbiology • Classification • Structure and function • Pathogenesis • Transmission • Infectious disease processes • Wound healing

4. Pharmacology and Anesthesia
• Weights and measures
• Drugs and solutions – action and use
  • Hemostatic agents
  • Anticoagulant agents
  • Antibiotics
  • Diuretics
  • Oxytoxics
  • Steroids
  • Dyes
  • Ophthalmics
  • IV solutions and blood transfusion
  • Irrigating solutions
  • Anesthesia
  • Pre-operative medications
  • Methods of administration
  • Muscle relaxants
  • Related agents and medications

B. Infection Control
1. Aseptic Technique
2. Sterilization, Disinfection • Principles • Methods • Agents

Description, Continued

Fundamental Knowledge Areas (Continued)

Surgical Technologist Examination
I. Fundamental Knowledge
B. Infection Control (Continued)
3. Packaging and Dispensing Supplies
• Principles
• Methods
4. Operating Room Environment
• Physical layout
• Attire
• Atmosphere
C. Concepts of Patient Care
1. Transportation
• Modes
• Safety
2. Positioning
• Types
• Equipment
• Safety
3. Observation and Monitoring
• Vital signs
• Catheterization
• Patient assessment
4. Documentation and Records
• Pre-operative reports
• Operating room records
5. Cardiopulmonary Resuscitation
6. Medical, Ethical, and Legal Responsibilities
7. Emotional Support
D. Occupational Hazards

Description, Continued

Sections II and III   The questions for Sections II and III are based on the outline as it applies to the following types of procedures at the entry level. This list is ordered from the surgical areas that are emphasized more on the Certifying Examination to the surgical areas that are emphasized less.

No.	Surgical Area
1	General
2	Orthopedic
3	Gynecology
4	Plastic and Reconstructive
5	Genitourinary
6	Peripheral Vascular
7	Thoracic
8	Neurosurgery
9	Otorhinolaryngology
10	Ophthalmology surgery
11	Cardiovascular
12	Obstetrics

Description, Continued

**Section II -
Preoperative
Preparation
Areas**

The Surgical Technician examination areas covered under the **Preoperative Preparation** area are:

Surgical Technologist Examination
II. Preoperative Preparation
A. Physical Environment of the Operating Room
1. Preparation
2. Maintenance
B. Patient
1. Consents
2. Positions for operative procedures
3. Skin preparation
4. Draping
5. Safety
C. Scrub/Circulating Tasks
1. Scrub, gown, and glove
2. Basic setup
• Instrumentation
• Equipment
• Power equipment
• Suction
• Tourniquets
• Electrosurgical unit
• Fiberoptics/endoscopes
• Microscopes
• Position equipment
• Lasers
• Supplies
3. Counts

Description, Continued

Section III Intraoperative/ Postoperative Areas

The Surgical Technician examination areas covered under the **Intraoperative and Postoperative Procedures** area are:

Surgical Technologist Examination
III. Intraoperative and Postoperative Procedures
A. Indications for Surgery
B. Instrumentation
1. Sequence of procedures 2. Facilitation of exposure of surgical site
C. Equipment
D. Maintenance of Sterile Field
E. Care, Handling, and Usage
1. Medications 2. Drains 3. Catheters 4. Related supplies 5. Surgically Implantable Materials 6. Sutures and Stapling Equipment 7. Specimens 8. Dressings
F. Counts
G. Emergency Measures
1. Supplies 2. Equipment 3. Medications
H. Terminal Disinfection

Application

Obtaining Applications	Write or call LCC-ST® for examination and membership applications. Members of the Association of Surgical Technologists (AST) must have already established their national AST membership before submitting an examination application to receive the member rate.

**Liaison Council on Certification for the Surgical Technologists
7790 East Arapahoe Road, Suite 240
Englewood, Colorado 80112**

**For examination information, call 1-800-707-0057
For AST membership information, call 1-800-637-7433** |
| **Returning Completed Applications** | Forward completed LCC-ST® applications, fees, and supporting documents to:

**ST Exam
LCC-ST®
7790 East Araphoe Road, Suite 240
Englewood, CO 80112** |

Program Materials and Assistance

Sample Questions	LCC-ST® sends sample questions and a list of references with the application.
Assistance	LCC-ST® will address questions concerning the examination program in the following areas:

• Applicant qualifications
• Fees
• Educational requirements, or
• Any other matter directly related to the certification program |

Certificate Criteria

Certificate Criteria

ONE of the following forms of documentation must accompany the LCC-ST® application.

If you are a ...	Then provide...
Graduate of Commission on Accreditation of Allied Health Education Programs (CAAHEP) surgical technology programs, the successor accrediting agency to the Committee on Allied Health Education and Accreditation (CAHEA)	• A copy of certificate of completion or graduation -OR- • A notarized letter from instructor verifying graduation prior to application submission
Graduate of non-CAAHEP accredited surgical technology programs (not eligible to test after March 1, 2000)	• A copy of your certificate or diploma • An original transcript, and • Documentation of clinical experience
Applicant currently or previously certified	• Evidence of current or previous certification

New Eligibility Requirements

To test on or after March 1, 2000, candidates must meet **ONE** of the following requirements to be eligible:

• Currently or previously Certified Surgical Technologist
• Graduate of CAAHEP-accredited surgical technology program

Duration of Certification

LCC-ST® grants certification for a period of 6 years to those who receive passing scores on the current examination.

Ordering

DANTES Test Center Applicants

LCC-ST® must approve all applications before testing by the TCO. Applicants requesting to test at a DANTES test center must submit a letter to Assessment Systems, Inc., (ASI) that includes:

- Base name
- Geographic location
- Name of TCO, and
- Mailing address of DANTES test center

Address for Applications

Send applications to:

LCC-ST® Requests	DANTES Test Center Requests
ST Exam **LCC-ST®** **7790 East Araphoe Road, Ste. 240** **Englewood, CO 801112** **Phone: 1-800-707-0057**	**ASI** **Three Bala Plaza West, Suite 300** **Bala Cynwyd, PA 19004-3481**

Application Receipt Notification

LCC-ST®'s testing agency, ASI, will acknowledge receipt of requests for testing at a DANTES test center.

Test Administration Roster

ASI will forward a roster of candidates for scheduled test administrations to each national test center and each DANTES test center.

Fees

Fees   The following fees apply for the Surgical Technologist certifying examinations:

Fees	AST Members	Nonmembers
CST Examination	$100	$200
CFA Examination	200	200
CST eligibility review for a		
• Current or Previous CST	40	50
• Graduate of CAAHEP- Accredited ST Program	40	50
• Graduate of Non-CAAHEP Accredited ST Program	55	65
CFA eligibility review for a current		
• CST/CFA with 350 cases and 2 full years of FA experience during 6 years of CST/CFA cycle	75	75
• CST with 350 cases and 2 years of FA experience during the last 4 years	75	75
• CST and a graduate of an AST-approved FA program	55	55

Sending fees   **LCC-ST® does not accept personal checks. Submit fees in the form of a money order, bank draft, or cashier's check.** Send testing fees according to the following:

If	Then
Candidates test at a DANTES Test Center	pay testing fees directly to ASI at the time of the request.
Candidates test by appointment at an ASI Center	pay testing fee to ASI center on the day of testing.

Administration

Administration   The CST® and CFA® certification examinations
- Can be scheduled by the TCO on LCC-ST® approved test dates.
- Can be taken by eligible active duty military personnel
- Can be taken by the following civilians on a space-available basis according to local command policy and Service regulations
  - Retired military personnel
  - Military family members
  - Veterans, and
  - U.S. federal employees
- Is not funded unless existing regulations provide otherwise.

When to Administer   The examination must be administered only on LCC-ST®-designated DANTES test dates.

NOTE: Refer to *DANTES Calendar of National Certification Programs*.

What to Take to the Test Center   When candidates arrive at the test center they must present
- Two forms of identification, one of which is a photo identification card
- The confirmation number received from LCC-ST®
- Test fees
- A current AST membership card if taking the exam at the member rate.

Scoring

Completed Examinations   Return all completed examinations to Assessment Systems, Inc., for scoring.

DANTES Test Center Examinees   DANTES test centers test examinees in the paper and pencil format. Examinees will be notified of the results within 4 weeks after testing.

Scoring, Continued

ASI Center Examinees   ASI centers will test examinees on an electronic testing system called EXPRO. Examinees will receive the results within 5-10 minutes after testing.

Passing Score   The passing score on the certification examination for Surgical Technologists is a scaled score of 500.

Refunds

Refund Policy   **There are no refunds of the application or testing fees.** If the examinee does not take the examination at the DANTES Test Center on the date specified, the examination will:

- Be rescheduled, but
- The applicant must wait until the next approved date for DANTES test centers, or
- Test by appointment at a civilian testing center

Retesting

Retesting   Examinees who fail the examination may retake the test an unlimited number of times. However, the Surgical Technologist Certifying exam may only be taken three times each calendar year.

Certificate Maintenance

Criteria

Continued certification will be granted for each successive 6 years by either:

- Successfully completing 80 LCC-ST® approved continuing education contact hours during the 6 preceding years, or
- Achieving a passing score on the current certification examination.

Expiration of Original Certification Number

Failure to exercise either renewal option will result in the expiration of the original certification number. To become certified again, the technologist must:
- Take the National Certification Examination for Surgical Technologist, and
- Submit appropriate (regular) fees.

Upon passing, a 6-year certificate will be issued indicating a new certification number, certification date, and expiration date.

Problems

Problems

If applicants do not receive the following in a timely manner, inquire directly to LCC-ST®:
- Applications
- Descriptive information
- Examination materials
- Examination scores, and/or
- Certificates

Appeals Procedure Regarding Certification Candidates

Appeals Process

LCC-ST® considers only written appeals. To submit a written appeal, follow this procedure carefully.

Step	Action
1	**The written appeal should contain all documentation that the individual considers necessary for the resolution of the appeal.** The aggrieved submits the written appeal of the LCC-ST®'s decision by **CERTIFIED MAIL** to: **Chairperson of the Liaison Council** **C/O LCC-ST®** **7790 East Arapahoe Road, Suite 240** **Englewood, CO 80112-1274**
2	Make sure the written appeal is **postmarked** to LCC-ST® **within 30 days from receipt of the examination results**. **This pertains to cases that relate to the results of an appeal concerning the certification examination.**
3	Within 60 days after receipt of the written appeal, the aggrieved will be notified by certified mail of the action taken by the Appeals Committee of LCC-ST®. The initial committee consists of three people and may reach its decision with a conference call.
4	If the decision of the Appeals Committee is unsatisfactory, the aggrieved may request that his or her appeal be considered by the full LCC-ST®.
5	A request for consideration by all members of the LCC-ST® Appeals Committee must be sent to LCC-ST® 30 days after the decision.
6	Within 60 days after receipt of the aggrieved's request for full LCC-ST® consideration, the full LCC-ST® will meet in person or by conference call and the appealing party will be permitted to make a verbal statement and/or answer questions by conference call. **LCC-ST® will notify the aggrieved of its decision within 60 days by certified mail.**

Security

Test Loss or Compromise	Refer to Part I of the *DANTES Examination Program Handbook (DEPH)* for complete instructions if there is an LCC-ST test loss or compromise. Contact DANTES <u>immediately</u> and refer to specific Service regulations for complete procedures. DANTES address is:

DANTES   **Phone: (850) 452- 1360**
Code 20F   **DSN: 922-1360**
6490 Saufley Field Road   **Fax: (850) 452-1161**
Pensacola, FL 32509-5243

WEB Pages and E-Mail Address

DANTES Web Address	The web address for DANTES is http://www.dantes.doded.mil.
LCC-ST® Web Address	The web address for LCC-ST® is http://www.lcc-st.org/.
E-mail	The DANTES Certification Program E-mail address is certprog@voled.doded.mil.